

22 June 1956

MEMORANDUM FOR: Chief, Procurement Division, OL

SUBJECT: Procurement of Props for OTR Film Production

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1. Personnel of the Film Production Branch/TR will be engaged in film production beginning 11 July 1956 through December 1956. They will be on location at headquarters, in the [REDACTED] field, and at a [REDACTED] field station. It will be necessary to procure "props" such as artificial trees and flowers, furniture, draperies, etc. for the various scenes on the spot since it is impossible to predict these requirements in advance.

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2. It is therefore requested that [REDACTED] (Chief, Film Production Branch/TR) be authorized to procure such items as they are needed in an amount not to exceed seven hundred and fifty dollars (\$750.00) for the period 11 July through 31 December 1956. This money will be used only to procure items which cannot be obtained through normal agency supply channels. Nonexpendable items will be charged to Account 913-64.

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FOR THE DIRECTOR OF TRAINING

/s/ [REDACTED]  
Supply & Services Officer, OTR

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